

OFFICE OF EDUCATIONAL ACCOUNTABILITY UPDATE

Early Warning System – WISEdash for Districts *Absenteeism, CCREWS and DEWS*

Yesterday a new topic was added to the Early Warning Dashboard in [WISEdash secure](#): Absenteeism. The Absenteeism dashboard in WISEdash displays the proportion of students at risk for being chronically absent in a school or district. Risk levels are broken down into three levels:

- **High Risk:** Students with 10 or more absences in the given school year
- **Medium Risk:** Students with between six and nine absences
- **Low Risk:** Students with five or fewer absences

Chronic absenteeism is highly correlated with low student achievement and is a strong predictor of whether a student will fail to graduate. The Absenteeism dashboard on WISEdash is designed to assist districts in identifying students who may be at risk of being chronically absent – so that educators can intervene quickly. See [About the Data - Absenteeism](#) for additional information on these data.

Because absenteeism is so predictive of undesirable student outcomes, a measure of chronic absenteeism is in both the state and federal accountability systems. **Please note that this dashboard is intended to drive real-time action by the educators closest to the students. The dashboard is not intended to predict accountability scores, which are always lagged data and are therefore less actionable.**

This dashboard rounds out a suite of early warning tools for district use. In January, the [CCREWS](#) (College and Career Ready Warning System) topic was added. CCREWS uses data to make predictions about whether or not students in Grades 6-9 are likely to be ready for college and career. **The early identification of students who may not be college and career ready provides schools and districts with the opportunity to intervene in middle school and early high school years.** See [About the Data – CCREWS](#) for additional information on these data.

CCREWS is a complementary dashboard to the original early warning topic, [DEWS](#) (Dropout Early Warning System), which was released in 2013-14. DEWS allows districts to track and monitor students in Grades 6-9 who are predicted to be at-risk of dropping out of school. Dropping out of school is a process, not an event, and predictors of potential drop-outs exist as early as the middle grades. **Predicting which current students are disengaging from school, and are at a higher risk of dropping out of school later on, can lead to critical interventions that prevent students from actually dropping out.** See [About the Data – DEWS](#) for additional information on these data.

Schools are encouraged to use a student's Absenteeism, DEWS, and CCREWS risk levels in combination with current local and contextual information when crafting individualized action plans. Users can take advantage of the [cohorting tool](#) in WISEdash to track individual students who are at risk on these early warning dashboards.

Monitoring a student's attendance, test scores, and grades is a first step, but **building positive relationships with every student, and intentionally working with the student's family and other educators in the building are evidence-based strategies proven to close achievement gaps and lead to improved student outcomes.** For more on positive relationships and strategies that help close gaps, please see [Promoting Excellence for All](#).

~OEA

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

Office of Student Assessment

Forward Exam

New:

Forward Testing Progress

There are only 7 days left in the Forward testing window. All districts have started testing and 86 percent of student tests have been completed.

Prior to the End of Testing (May 4, at 5pm) Tasks that must be completed

The testing window will be ending May 4. **Prior to 5pm on May 4, all districts must:**

- Double check all student demographic data for completeness and accuracy (Reporting in eDIRECT will be based on student demographics as they are found in eDIRECT. Accountability and WISEdash reporting will be based primarily on student data submitted to DPI through the WISEdata system.)
- All students should be in test sessions (see page 27 of the Managing Student and Testing in eDIRECT guide) including those who were not/will not be tested.
- Ensure all students in grades 3-8 and 10 are administered the appropriate Forward Exams, or given the proper "Not Tested" codes – including students who tested on the DLM.

Reminders:

2017-18 End of Testing Survey

DRC and DPI are seeking feedback from districts and schools about the 2018 Forward Exam Test Administration. [The 2017-18 End of Testing Survey](#) includes questions about district experiences with eDIRECT, INSIGHT, resources, DRC's Help Desk, and more. We estimate the survey will take approximately 10-15 minutes, and is intended to be completed by anyone who was involved in the testing process including: DACs, DTCs, SACs, STCs, and TAs. **Ensure all staff have an opportunity to complete the survey by sharing the link as soon as you have completed testing in your school/district.** Please help us improve your experience by completing this survey no later than May 25, 2018.

IMPORTANT

Ensure all Keyboards of Student Testing Devices are Set to English Prior to Testing

Please ensure all student keyboards are set to English prior to testing. This will affect what keys (quotation marks, etc) are able to be accessed by students during the Text Dependent Analysis (TDA). See "how to" one-pager on the [Forward Exam Technology Requirements web page for instructions](#).

Unlocking or Purging a Student Test

Refer to pages 21-23 (and Appendix E and F) in the Managing Students and Testing in eDIRECT guide for information about when and how to unlock or purge a test. When contacting DPI to reopen a test or to have a test purged please have the following information available:

- Length of time the student was in the session.
- Number of items attempted in the session.
 - For information about how to find these details see directions on page 21 of the Managing Students and Testing in eDIRECT guide.
- Content area and session #
- Grade level
- Were any other sessions in the same content area started/completed?
- What exactly happened that caused the need for the reopen or purge?

Dynamic Learning Maps (DLM)

NEW:

Test Administration Monitoring Report

At the state level, we are on pace with last years testing with 80 percent of the required testlets completed. District Assessment Coordinators should use the Test Administration Monitoring Report function in [Educator Portal](#), page 95, to ensure that all required testlets are completed by the end of the test window. If you have questions regarding this please contact [Mike Peacy](#).

External Review of ELA, mathematics and science testlets

The Dynamic Learning Maps® (DLM®) Alternate Assessment Consortium is seeking educators from partner states to participate in an external review event for English language arts, mathematics, and science. Educators with experience in English language arts, mathematics, or science; special educators of students with the most significant cognitive disabilities; and state or local education agency staff are encouraged to apply. As an external review panelist, you will complete advance training, attend a two-day onsite event in Kansas during July 2018, and have an opportunity to continue to remotely review items after the onsite session in July. Please pass this on to any teacher you feel may be a good fit for this review. The deadline for applying is April 30, contact [Mike Peacy](#) with any question or for more details.

Reminder:

Rosters

It is important for district assessment coordinators to double check rosters and make sure that students are correctly rostered. **Science testlets** should only be administered to students in grades **4, 8, 9, 10 and 11**. If you find that students are not rostered correctly please make adjustments in Educator Portal.

Test Tickets

Instructions on how to locate student test tickets and Testlet Information Pages can be found in the [Educator Portal User Guide](#) beginning on page 53. Please contact [Mike Peacy](#) if you have any questions about test tickets.

DLM Test Administration Monitoring

It is important for district assessment coordinators to monitor the completion of the DLM testlets. Those with the DTC role in Educator Portal are able to download a *DLM Test Administration Monitoring Report* in order to track the number of testlets required and completed. Directions on how to use the Report function can be found in the [Educator Portal User Guide](#) beginning on page 95.

Testlet Information Page (TIPS)

TIPs have now been relocated within KITE Educator Portal based upon educator feedback. In Spring 2018, the TIPs will be on the Test Management page where the tickets can be found, opposed to filtering down to a different page. Please note that the test ticket and TIPS only appear once the test window opens and when the student has been properly enrolled/rostered.

Student Mobility During Window

Every year, students move during the spring assessment window. Several methods are available to move a student from one school to another. Once testing has begun, some methods are highly effective and some are not recommended. This DLM created [document](#), serves as a guide for these methods. Please contact [Mike Peacy](#) or the [DLM Helpdesk](#) for assistance if necessary.

Rater Forms

The Alternate Assessment Social Studies Rating Scale is designed to assess the educational performance of students with disabilities who cannot meaningfully take the general education assessment, even with accommodations. This assessment tool focuses on knowledge and skills that are aligned with the Wisconsin Model Academic Standards in social studies.

An individual or individuals who have first-hand knowledge of the student's IEP goals and objectives, educational curriculum, and knowledge and skills should complete this assessment tool. Students in grades 4, 8 and 10 must be assessed in social studies. If you have students in these grades, verify you have created rosters for social studies and teachers have completed the rater forms prior to opening the social studies testlet. The rater forms can also be found on the [Wisconsin DLM webpage](#) under "Scoring & Reporting."

Spring Assessment Resources

Materials Collections Lists have been posted on the Educator Resource Pages for [ELA](#), [Math](#) and [Science](#). These are lists of materials by subject and grade, including materials to use with alternate test forms for students with visual impairments. The lists contain materials commonly needed in testlets and materials that may be substituted unless the TIP specifically states that no substitutions are allowed. This gives test administrators more opportunity to prepare for the assessment before the testing window opens.

A [Writing Testlet FAQ](#) has also been updated for spring 2018 and added to the Educator Resource Pages. The DLM writing testlets assess a student's ability to communicate using writing and the precursor skills that lead to writing. The FAQ details how writing testlets are assessed in DLM testlets as well as how to prepare to administer a writing testlet as a test administrator.

Districts with Students Attending State Schools, Lakeland School of Walworth County, or Syble Hopp Elementary and Secondary School of Brown County

- With the transition to WISEdata, these schools are now responsible for all DLM enrollment uploads. Districts with students attending these schools, should work with these providers to ensure they have all of the relevant information for the DLM uploads.

Assessment Administration/Manual/Trainings

New video training sessions are available on the [DLM District Staff Training Resource Page](#). Select the desired training video (Technology Specification, Assessment Coordinator or Data Management) and complete the registration form at the end of the video. If this is done prior to the date of the Q&A session for the particular training, you will receive a link for the live Q&A event.

District Test Coordinator and Test Administrator Checklists

DPI has created a simple step-by-step checklist of all DLM DTC responsibilities. In addition, a Test Administrator Checklist is available for teachers administering the DLM assessment. These are both available on the [DPI website](#).

School Assessment Type — Alternate (SATA)

In an effort to more accurately identify students anticipated to take the DLM alternate assessment under the new ESSA participation cap, we are asking districts to utilize the Student Characteristic SATA in WISEdata. The department began including additional validations around this indicator on October 12, 2017. All students taking the alternate assessment (DLM) must qualify as a student with the most significant cognitive disabilities as outlined below.

In Wisconsin, a student with the most significant cognitive disability:

- typically is characterized as functioning at least two and a half to three standard deviations below the mean in both adaptive behavior and cognitive functioning; **and**
- performs substantially below grade level expectations on the academic content standards for the grade in which they are enrolled, even with the use of adaptations and accommodations; **and**
- requires extensive, direct individualized instruction and substantial supports to achieve measurable gains, across all content areas and settings.

Only a student who meets these criteria and participates in the alternate academic achievement standards may take the alternate assessment.

ACT HIGH SCHOOL ASSESSMENTS

ACT with writing and WorkKeys

Reminders:

ACT Score Delivery

ACT releases scores to students and schools 3-8 weeks after answer documents are returned. Here is the [ACT Score Reporting Schedule](#). ACT will send paper score reports to students' home addresses

3-8 weeks after answer documents are received at ACT. For the February 27 test date, answer documents were due to ACT by March 9, so students may start receiving score reports in early April. Schools will receive hard copies of student scores (in batches) during the same timeframe. About one week after the score report is received in the mail, students can log on to actstudent.org to see the score online. If there's any trouble with the account, please call ACT Student Services at (319) 337-1270. You can find report samples on the [ACT Data and Results](#) webpage.

WorkKeys Score Delivery

The [WorkKeys Data and Results](#) webpage has been updated to reflect information on 2018 score reports, sample reports, and delivery dates. Please review the [WorkKeys Score Reporting Schedule](#). Student score reports will be shipped to schools no later than May 11. Please distribute the paper Individual Summary Score Reports to students. National Career Readiness Certificates (NCRCs) and online student scores will be available to districts this summer.

Aspire Early High School

46% of students have completed Aspire testing. The testing window is open through May 11.

Reminders:

Irregularity Decision Tree

Please review the Irregularity Decision Tree on p. 2 of the [WI Aspire Administration Supplement](#). This helpful guide provides various irregularity scenarios and how to handle them in the Aspire portal.

When to log-out of a test /exit TestNav

If there is a technology problem, if a student becomes ill, a bathroom break is needed, there is a power outage or other issue, instruct the student to log out of TestNav. When the student returns, they can log back into TestNav and resume testing where they left off. Please train room supervisors and proctors that Log Out / Exit TestNav (not request reinstatement) should be the first course of action when encountering a problem or needing to take a pause.

How to View Student Progress in the Aspire Portal

- Use the Registered/Returned Report to Monitor Student Progress in the Aspire Portal.
- To access the Registered/Returned Report go to Aspire portal, click on Summative Tests and choose Registered/Returned Report from the dropdown.
- This report displays the % of tests that are submitted to score. It updates overnight each night.
- Hover over an orange bar and numbers of tests scored is displayed. Click on an orange bar and progress for each individual student is provided in a list format. Remember this Report is not "live" but is updated overnight each night.
- Once drilled down to the student list in the report, there is an "Extract" button. This produces a report in .csv file format.
- See [Aspire Portal User Guide](#) pp. 94-97 for details.

How to Monitor Testing Progress in the Aspire Portal

- Use the Monitoring Dashboard to track the following:
 - Student-Test Assignment
 - Test Session Status
 - Student PNP Supports Distribution
 - Student Sessions Status

- To access the Monitoring Dashboard, go to Aspire portal, click on Summative tests and choose Monitoring Dashboard from the dropdown. There are 4 widgets here. You can click on the graphics to drill down.
- Details on this dashboard can be found on pp. 81-83 of the [Aspire Portal User Guide](#).

Reading Readiness

Reading Readiness Reimbursement

- Thank you to all DACs (and other staff) who completed the reading readiness reimbursement form. Reimbursements will be electronically distributed to districts prior to the end of the school year. DACs who have questions should contact Duane Dorn at duane.dorn@dpi.wi.gov or 608-267-1069.

Reading Readiness Results

- DPI will load 2017-18 PALS, MAP and STAR reading readiness results to WISEdash for Districts. Districts who had student data loaded for these screeners in 2016-17 will continue to have their data loaded in 2017-18. Districts that did not previously sign a data release will need to do so in order to have their data uploaded into WISEdash. Information on data sharing agreements can be found at:
 - PALS - <https://dpi.wi.gov/assessment/reading-readiness/FAQ#data>
 - MAP - <https://dpi.wi.gov/wisedash/districts/about-data/map>
 - Star - <https://dpi.wi.gov/wisedash/districts/about-data/star>

ACCESS for ELLs

New:

WIDA has opened the 2017-18 ACCESS for ELLs feedback survey. If you are interested in providing feedback on ACCESS or the WIDA Screener, the survey can be found [here](#).

Reminders:

- **Final Data and Reports: April 23**
- **Post-Reporting Data Validation: April 23 - May 7**
 - Check printed reports for accuracy.
 - Update WIDA AMS Data Validation to correct Errors
 - Print update reports/download updated data on 5/12

International Assessments

(selected schools only)

Reminder: Program for International Student Assessment (PISA) 2018:

- Initial notification letters were mailed last week to District Administrators, with copies sent to DACs in districts with schools selected for PISA. Letters to school principals will be mailed this week.
- Sampled students with birthdays between 7/1/2002 and 6/30/2003 will be assessed in reading, mathematics, science, and/or financial literacy.
- The PISA test window is October 1 to November 23, 2018.
- For more information about PISA, visit <https://nces.ed.gov/surveys/pisa/>.

DAC DIGEST DIGESTIBLES

Important Dates to Remember		
April	2: Deadline to conduct pre-test session for students to complete the non-test information on the answer document - emergency testing.	ACT
	3: Emergency Test Date	ACT
	3-9: Emergency Accommodations Testing Window	ACT
	4: Emergency Test Date	WorkKeys
	4-10: Emergency Accommodations Testing Window	WorkKeys
	5: Deadline for accommodations makeup testing materials to be received at ACT	ACT/WorkKeys
	9: Aspire testing window opens	Aspire
	13: Deadline to enter not tested codes in PearsonAccessnext	ACT/WorkKeys
	13: Deadline for standard time emergency testing materials to be received at ACT.	ACT/WorkKeys
	20: Deadline for accommodations emergency testing materials to be received at ACT.	ACT/WorkKeys
May	4: Forward and DLM Testing Window Closes	Forward/DLM
	7: Post-Reporting Data Validation Window Closes	ACCESS
	11: Aspire testing window closes	Aspire
	11: WorkKeys paper score reports delivered to schools	WorkKeys
	14-21: Window to enter Not Tested Codes in the Aspire portal.	Aspire

Important Tasks to Remember	
<input type="checkbox"/> Submit Forward Exam DAC Confidentiality Form to OSA <input type="checkbox"/> Enter accessibility features for students in eDIRECT	Forward
<input type="checkbox"/> Update KITE Client on testing devices.	DLM
<input type="checkbox"/> Ensure relevant team members are aware of the information regarding reading readiness assessment at Reading Readiness Overview and Reading Readiness FAQ .	Reading Readiness
<input type="checkbox"/> Review the ACT Data and Results webpage for details on ACT score reports. <input type="checkbox"/> Review the WorkKeys Data and Results webpage for details on WorkKeys score reports.	ACT/WorkKeys
<input type="checkbox"/> Review the Student Transfer Queue and approve transfers from your school.	Aspire

<ul style="list-style-type: none"> ❑ Update contacts for Test Coordinator and Technical Coordinator in the Aspire portal. ❑ Remove users from the Aspire portal who are no longer employed by the district. ❑ Assign Proctors/room supervisors the “Educator” role in the portal. ❑ Enter accommodations into Personal Needs Profiles for online testing. ❑ Create online test sessions. ❑ Review Aspire testing materials on DPI's ACT Aspire Testing Resources webpage. ❑ Share the following links with school technology coordinators: <ul style="list-style-type: none"> ❑ Technology Set-Up ❑ TestNav System Requirements ❑ Uninstall and reinstall TestNav and ProctorCache to all testing devices. ❑ Conduct a training session for staff. ❑ Administer the ACT Aspire to all grade 9 and 10 students. 	
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New Online Resource Highlights <i>As new resources are posted to our website, we will include them here for your convenience. This is NOT an exhaustive list, but meant to highlight resources with significant relevance to our upcoming test windows.</i>		
Resource	Description	Assessment
Tips for Keyboard Settings	Quick “How to” change keyboard setting to English.	Forward
District Test Coordinator Checklist	A quick checklist for all of the required DLM responsibilities	DLM
Data Management Manual	A guide to the required steps for loading and editing data in KITE Educator Portal	
ACT Score Reporting Schedule	List of ACT reports and delivery dates.	ACT
ACT Data and Results	Webpage including links to sample reports and interpretive guides for the ACT.	
ACT Data Proficiency	Webpage providing information on Wisconsin’s ACT performance levels.	
WorkKeys Data and Results	Webpage including links to sample reports and interpretive guides for WorkKeys.	WorkKeys
WorkKeys Score Reporting Schedule	List of WorkKeys reports and delivery dates.	
WI Aspire Training Videos	Links to the Aspire Technology Readiness and Test Administration Training Webinars for Wisconsin.	Aspire
Aspire Training Management Site	Library of Aspire training webinars.	
Technology Setup	Installable app versions of TestNav, ProctorCache, and App Check can be found here.	
TestNav System Requirements	List of hardware requirements for TestNav 8.	
Portal User Guide	Guide for usage of the Aspire Portal.	ACCESS
ACCESS Scores	Interpretive Guide, Parent Letters, etc.	